

Academic Standards and Calendar Committee

Report#2000-01-1

Sections 8.33.13, 8:22.20 and 8.51.20 of the

UNIVERSITY MANUAL

The Academic Standards and Calendar Committee met on 2 November 2000 and took the following actions which are now presented to the Faculty Senate for confirmation:

A. Amend section 8.33.13 to read as follows (**change is in green**):

8.33.13 Students not attending courses in which they enrolled have the obligation to drop those courses before the drop deadline. Names of students who are absent from the first and second class meetings of a course and who do not notify the course instructor of their intention to attend future class meetings may be submitted by the course instructor and/or the department chairperson to the Registrar for deletion from the class roster. If the instructor does not exercise this option, the student remains enrolled in the course unless s/he drops it through regular procedures.

Background: In May 1999 the Faculty Senate approved, and the President subsequently signed, legislation making students entirely responsible for officially dropping courses where they were enrolled but never attended.

In spring 2000, a request was made to revert to the earlier process by which course instructors could submit to the Registrar for deletion from the class list the names of students who had not attended the first and second class meetings.

In April 2000, the proposed section of the manual was sent back to the Academic Standards and Calendar Committee for reconsideration.

In May 2000, the Enrollment Services Advisory Committee recommended changing 8.33.13 to reflect the "old" language. The committee's rationale was that "elimination of the faculty's ability to

drop students from classes has proved to be too problematic for some faculty."

In considering the "old" language, the Academic Calendar and Standards Committee thought it was important to make it clear that responsibility for dropping classes remains with the student, even as it endorsed reinstatement of the "old" provision.

B. Amend section 8.22.22 to read as follows (**change is in green**):

8.22.22 Students who have completed degree requirements for a major and have graduated shall be readmitted to the University to pursue a second major **subject to current catalog requirements**.

Background: This proposal, from the Enrollment Services Advisory Committee, eliminates the two-years-after-graduation restriction on readmission to pursue another degree. The Academic Standards and Calendar Committee could not identify any reason not to support this change. It added the "subject to . . ." phrase for clarity.

C. Amend section 8.51.20 to read as follows (**change is in green**):

8.51.20 Scheduling Final Examinations. The final examination in any course shall be scheduled by the Scheduling Officer only. The time allowed for completion of a final examination shall be no less than two hours nor more than three hours, as decided by the individual faculty member. **In short courses and summer session courses (see 8.32.12) the final exam shall be administered during the last regularly scheduled class session unless otherwise approved by the scheduling office. The amount of time allocated to the final exam shall be no less than one hour.**

Background: The proposal for the additional language to cover short courses and summer session courses came from University Ombudsperson Vincent Rose. It was developed in consultation with Ed Ferszt (CCE), Midge McMahon (associate registrar) and Sheila Grubman. This language brings procedures into conformity with the Manual.

In addition, the Academic Standards and Calendar Committee took the following

actions that are presented to the Faculty Senate for information at this time:

- *A proposal from the Enrollment Services Advisory Committee to support efforts to amend section 8.22.20 by removing the additional 30-credit requirement for a second bachelor's degree was approved unanimously: This proposal is currently under consideration by the Curricular Affairs Committee.**
- * It was agreed that the committee would draft possible legislation governing "emergency" changes to the University calendar, such as occurred this fall regarding the deadline for adding courses. This will be drafted for recommendation to the Faculty Senate later in the year.**
- *A faculty member's concern that the Dec. 21st 3-6 p.m. exam period overlaps with the beginning of Hanukah was discussed. The Registrar was asked to review future exam calendars for conflicts with religious holidays and report at the next committee meeting.**
- *The committee discussed the possibility of surveying faculty about final exam scheduling and actual practices, which might lead to recommendations regarding the calendar.**
- *The committee agreed to revisit the issue of "early drops."**